

EXERCISE POINTS OF CONTACTS

For more information, on the exercise, please consult the following points of contact (POCs):

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**THANK YOU FOR YOUR
PARTICIPATION!**

Town of Thomaston Severe Winter Storm Table Top Exercise September 9, 2015



Knox County Emergency Management Agency



Town of Thomaston Table Top Exercise

PREFACE

This small group table top exercise is sponsored by the Knox County Emergency Management Agency. This exercise follows the guidance set forth in the Federal Emergency Management Agency (FEMA), Homeland Security Exercise and Evaluation Program (HSEEP). The Table Top Exercise (TTX) is unclassified.

This brochure provides exercise participants with all the necessary tools for their roles in the exercise and should be viewed by all exercise participants prior to the TTX.

The TTX is comprised of an initial Severe Winter Storm Scenario and several follow-on (time-advanced) scenario inject modules.

The TTX is scheduled to be held at Watts Hall on Wednesday, September 9 from 6:00 pm to 8:30 pm.

The final 30 minutes of the exercise will be a participant "hot wash" or review of lessons learned.



PURPOSE

The purpose of this exercise is to provide participants an opportunity to evaluate the implementation and execution of the Town of Thomaston Emergency Operations Plan (EOP) and review Emergency Operations Center (EOC) operations. The exercise will focus on the National Incident Command System and Structure, local emergency responder command, control and coordination, critical policy decisions by elected leadership, notifications, and the integration of assets necessary to save lives and protect public health and safety. The role of public information strategies will be considered.

PARTICIPANTS

- *Players* respond to the situation presented based on expert knowledge of response procedures, current plans and procedures, and insights derived from training. Players expected to participate include but are not limited to: Select Board, Town Manager, Town Clerk, Public Works Director, Fire Chief, EMA Director, EMS Director, Animal Control Officer, Health Officer, Harbormaster, Community Shelter Team and other Town elected or appointed officials, or volunteers as may be recommended by the Select Board or EMA Director.
- *Observers* support the group in developing responses to the situation during the discussion; however, they are not participants in the moderated discussion period.

EXERCISE OBJECTIVES

Exercise design objectives are focused on improving understanding of response and recovery concepts, identifying problems or opportunities for improvement, and/or providing an opportunity discussions and communication among elected and appointed officials. The exercise will focus on the following Core Capabilities:

- **Operational Coordination.** Exercise establishment of the municipal EOC. Evaluate effectiveness of EOC staffing, management and decision making protocols.
- **Community Resilience.** Determine strengths and weaknesses in current municipal plan governing command, control, coordination and integration of various response and recovery resources. Identify critical issues and potential solutions.
- **Mass Care Services.** Examine the role of related community sheltering issues during a protracted major winter storm scenario requiring transportation and sheltering of residents. A key focus of this objective is integration of volunteer community sheltering groups into municipal emergency disaster response as directed by elected and appointed municipal leadership.

ASSUMPTIONS AND ARTIFICIALITIES

In any exercise a number of assumptions and artificialities may be necessary to complete play in the time allotted. During this exercise, the following apply:

- The scenario is plausible, and events occur as they are presented. Participants are asked to “work” the scenario as presented and refrain from “fighting” it.
- There is no “hidden agenda”, nor any trick questions.
- All players are in their usual municipal positions, will have reviewed this brochure prior to the TTX, and will receive information at the same time.

EXERCISE GUIDELINES

- This is an open, low-stress, no-fault environment. Varying viewpoints or differences of opinion are expected and are valuable to the process.
- Respond based on your knowledge of current plans and capabilities (i.e., you may use only existing assets or those available under agreement) and insights derived from training.
- Decisions are not precedent setting and may not reflect your municipality’s final position on a given issue. This is an opportunity to discuss and present multiple options and possible solutions.

INSTRUCTIONS FOR BEGINNING THE EXERCISE

Each participant will be provide this brochure before the exercise and should be familiar with the Incident Scenario. He/she should be prepared to discuss the questions in the TTX Start-up below. Knox County EMA will begin the TTX with a brief overview of the exercise. The TTX is estimated to last approximately two hours followed immediately by a 30 minute “hot wash”.

START-UP WEATHER SCENARIO

It is 10:00 am, Saturday, January 6th. The National Weather Service (NWS) announces a Winter Storm Watch for Sunday, January 17th for areas of Southern Maine including Knox County. Forecast calls for 2-4 inches of snow with southeasterly winds at 5-10 mph and temps 20-25 degrees. At 6:00 pm the NWS announces an upgrade to Winter Storm Warning for all of Maine except Aroostook County starting Sunday at 6:00 am. By 8:00 am snow has begun falling in Knox County and TV/Radio report that Southern New England is experiencing a major blizzard with wide-spread power outages and blocked highways. Jim Connon has called in his crew and trucks start plowing at 10:00 am. The NWS upgrades its marine forecast for Storm Warning from Stonington to Cape Elizabeth with a surge of 3.0 feet coinciding with high tide at 6:15 pm on Sunday evening. By noon Knox EOC has opened, and in it is snowing 2-3 inches per hour across Knox County. Winds have backed to the northeast at 30-40 mph with higher gusts. By 3:00 pm 10 inches of snow has fallen and there are spot power outages around town. After consultation with public works and public safety directors, the EMA Director, Val

Blastow, contacts the Board of Selectman, and request’s assistance operating a limited EOC.

TTX SCENARIO DEVELOPMENT

As the exercise and scenario unfolds, you will be given time-advanced scenario injects and questions or topics to discuss related to the evolving situation and needs of your community. These injects will allow you to participate in a discussion concerning the issues raised. As a group you will identify any additional requirements, critical issues, decisions, and/or questions that should be addressed at that point in the scenario.

